

TRANSMITTAL OF RULES ADOPTED BY INSTITUTION OF HIGHER EDUCATION

FROM: Columbia Basin College
(Name of Institution)

TO: CODE REVISER
LEGISLATIVE BLDG. (Southwest Corner, Ground Floor)
OLYMPIA 98504

The enclosed rules Permanent rules , being Order No. 75-3
Emergency rules
relating to (Name of rules or description of subject matter)

**WAC 132S-185-010 thru 050 Rules and Regulations Pertaining to
Negotiations (Employee-Employer Relations)**

(ALTERNATIVE A. Use only for adoption of permanent rules)

pursuant to Notice No. 5185 (1) filed with the code reviser
on 4/9/75 (2) were regularly adopted as permanent rules of
(date) Columbia Basin College
this institution at Pasco, WA on May 5, 1975 and are herewith
(place) (date)
filed in the office of the code reviser pursuant to chapter 28B.19
RCW. The effective date of such rules shall be July 11, 1975. (3)

(ALTERNATIVE B. Use only for adoption of emergency rules)

pursuant to its finding in the attached administrative order,
that the immediate adoption of these rules is necessary for the
preservation of the public health, safety, or general welfare and
that observance of the requirements of notice and opportunity to
present views on the proposed action would be contrary to the
public interest, were regularly adopted as emergency rules of this
institution at _____ on _____ and
(place) (date)
are herewith filed in the office of the code reviser pursuant to
chapter 28B.19 RCW.

The undersigned hereby certifies that the requirements of chapter
28B.19 RCW and of the Open Public Meetings Act of 1971, chapter
42.30 RCW have been fulfilled.

Dated this 5th day of May 19 75.

STATE OF WASHINGTON
FILED
MAY 7 1975
CODE REVISER'S OFFICE
DOCKET # 123 FILE # 1

Community College District No. 19
(INSTITUTION)
[Signature]
By Fred L. Esvelt
Secretary, Board of Trustees
Title

- ① Notice number as appears on the copy of notice returned to you by reviser's office (if proceedings were continued, use no. of last notice)
- ② Stamped date as appears on the copy of notice returned to you by reviser's office (if proceedings were continued, use date of last notice)
- ③ Unless a later date is specified in this order or is prescribed in another statute, rules are effective 30 days after filing:
RCW 28B.19.050(2). Leave this space blank except in such special cases.

COMMUNITY COLLEGE DISTRICT NO. 19

STATE OF WASHINGTON

BOARD OF TRUSTEES

RESOLUTION 75 - 3

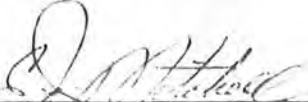
BE IT RESOLVED by the Board of Trustees of Community College District No. 19, State of Washington, that:

Rules and regulations relating to employee-employer relations, WAC 132S-185, pursuant to RCW 28B.52 are hereby

ADOPTED this 5th day of May, 1975 at a meeting of the Board of Trustees of Washington State Community Collge District No. 19, with a quorum of such trustees duly present after notice of such meeting was duly and regularly given as required by law.

BE IT FURTHER resolved that the same rules and regulations along with a copy of this resolution shall be forwarded to the office of the Code Reviser for filing.

BE IT FURTHER resolved that the effective date of these rules and regulations shall be July 11, 1975.



C.J. Mitchell, Chairman

Attest:



F.L. Esvelt, Secretary
Board of Trustees

WAC 132S-185-010

RULES AND REGULATIONS PERTAINING TO NEGOTIATIONS
WASHINGTON STATE COMMUNITY COLLEGE DISTRICT NO. 19

WAC 132S-185-010 PURPOSE. The following rules and regulations for the administration of employer-employee relations are hereby adopted by the Board of Trustees of Washington State Community College District No. 19 pursuant to RCW 28B.52.080.

WAC 132S-185-020 DEFINITIONS. (1) "Academic employee" means any teacher, counselor, librarian, or department head, who is employed by any community college district, with the exception of the chief administrative officer of, and any administrator in, each community college district.

(2) "Administrator" means any person employed either full or part-time by the community college district and performs administrative functions at least fifty percent (50%) or more of his assignments and has responsibilities to hire or dismiss or discipline other employees. Policies negotiated by the duly elected academic employees' representatives as provided for in RCW 28B.52.030 shall not apply to administrators.

(3) "Administrative channels" at Columbia Basin Community College shall be the following persons in the following order:

Step 1: Dean of Instruction.

Step 2: College President.

WAC 132S-185-030 COMMUNICATIONS WITH EMPLOYEES' REPRESENTATIVES. The Board of Trustees of Washington State Community College District No. 19 recognizes that it is necessary to communicate effectively with its academic employees in the course of exercising its authority, duties, and responsibilities imposed by law.

WAC 132S-185-040 NEGOTIATIONS PROCEDURE. Prior to the final adoption by the Board of Trustees of Community College District No. 19 of proposed community college district policies which are required by law to be negotiated, representatives of the duly elected academic employee organization shall have the right, after using the established administrative channels, to meet, confer, and negotiate with the Board of Trustees or its delegated representative to communicate the considered professional judgment of the academic staff. Nothing in this chapter, however, shall prevent any academic employee from appearing on his own behalf on matters relating to his employment relations with the community college district.

When a policy which is required to be negotiated is proposed for adoption by the Board of Trustees of Community College District No. 19, the following procedural steps shall be utilized:

(1) The college president shall, no later than twenty (20) calendar days prior to the proposed adoption date, notify in writing the authorized representative of the academic employee organization that such proposed policy is to be considered for adoption.

(2) Within four (4) calendar days after such notification

by the college president, the academic employees' representative shall contact the dean of instruction, in writing, of its intent to utilize administrative channels prior to the negotiation process. In the event the dean of instruction is not available, then the employees' representative may directly contact the college president during the same period of time.

(3) After meeting with either the dean of instruction or the college president, the authorized representative of the academic employee organization must request within three (3) calendar days of such meeting that he desires negotiations on the proposed policy. Such notification must be in writing and directed to the college president.

(4) Within one (1) week after such request for negotiations is made, either the Board of Trustees or its delegated representative shall meet with the representative of the academic employee organization and commence negotiations. In the event the employee's representative refuses to meet with the Board's negotiator within this period of time, then such refusal shall be construed as a waiver of any rights to negotiate which academic employees may have by virtue of RCW 28B.52.

(5) In the event there is no agreement as to the content of the proposed policy within twenty (20) calendar days during negotiations, then either the academic employees' representative or the Board of Trustees' representative may, but are not required to, exercise any other remedies which may be available pursuant to RCW 28B.52.

Nothing in these rules and regulations, however, shall preclude the Board of Trustees of Washington State Community College District No. 19 from adopting in final or emergency form any policy which by law is required to be negotiated.

Failure by the representative of the academic employees organization to follow the procedural steps herein outlined shall be deemed a waiver of the employees' rights to negotiate under RCW 28B.52.

WAC 132S-185-050 SEVERABILITY. If any part or provision of these rules or the application thereof is held invalid, such invalidity shall not affect other provisions or applications of these rules which can be given effect without the invalid provision or application, and to this end any section, sentence, or work is declared to be severable.